

A photograph of the Georgia State Capitol building at night. The building is illuminated with warm yellow lights, and its large dome is topped with a statue. The building is surrounded by trees and a street with a few cars visible in the foreground. The sky is a deep blue.

Department of Administrative Services
Improving efficiency, compliance, and workplace performance

Get A Piece of the Peach

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TOPICS

- **Introductions**

- **Session Objectives**
 - ✓ **Interest in doing business with government(s)**
 - ✓ **Understanding the different types of purchasing opportunities**
 - ✓ **How to put your “best foot forward”**
 - ✓ **Review of upcoming sourcing events/contracting opportunities**
 - ✓ **Tips for responding to sourcing events**
 - ✓ **How to manage your relationship with the State**



Is a relationship with State and Local Government(s) right for you?

What does the Government look for in a supplier?

- **Quality**
- **Responsiveness**
- **Innovation**
- **Diversity**

Can I compete?

- **Willingness to learn**
- **Willingness to try**
- **Willingness to listen**

Can't the State just give me a contract?



Understanding Purchasing in the State

At the State Level

- Hybrid Environment
- Agencies, Authorities, Commissions, etc.
- State Purchasing Division

Types of Sourcing Methods

- Under \$25k
- Request for Quotes
- Request for Proposals

Locals



Putting Your Best Foot Forward

You can prepare long before bidding on a government contract by:

- **Being sure that bidding on a government contract is best for your company**
- **Researching the demand for your products or services**
- **Researching the price for your products or services**
- **Making sure your business is eligible (licenses, certifications, etc.)**

- **Complete your Team Georgia Marketplace profile**
- **Identify yourself as a small business**
- **Keep your contact information updated**
- **Select more than 1 category code (NIGP)**
- **Prepare a capabilities statement**



Where are the OPPORTUNITIES?





What does the State purchase?

JUST ABOUT EVERYTHING!

Agency purchases include:

Complex IT Systems to Website Design

Infant Formula to Car Seats

Healthcare Workers to Consultants

Mattresses to Linens

Uniforms to Promotional Items

Asphalt to Rock Salt

Janitorial Services to Landscaping Services

Boats to Playground Equipment



What does the State purchase?

Common Statewide Purchases include:

Goods

- Office Supplies/Paper Products
- Biological Supplies
- Pharmaceuticals
- Vehicles/Buses
- Maintenance & Repair Items
- Industrial Gases/Fuel
 - Food Services
 - Guns & Ammo
 - Tires

Technology


- PCs/Notebooks
- Servers/Storage
 - Printers
- Cameras/Security Equipment
- Audio/Visual Solutions
- Software

Services

- Vehicle Leasing
- Guard Services
- Background Checks
- Temporary Staffing
- Facilities Maintenance
 - Construction




Upcoming SWC Sourcing Events - GOODS

Statewide Contract Category	
Walk-In Building Supplies	 OPEN
Natural Gas, Interruptible Service	
ATV/Utility/Golf Carts	
MRO (Maintenance, Repair & Operations) Products	
Tractors & Mowers	
Furniture	
Vehicles (Administrative and Police Pursuit)	



Upcoming SWC Sourcing Events – Services and IT

Statewide Contract Category	
Armed & Unarmed Security Services (Guards)	
Management Consulting	
Software	
ePayables (Payment Systems)	
Network Equipment, Software & Services	
Audio Visual Products and Services	



Agency Sourcing - Large Sourcing Events

Sourcing Event Description
Drug Testing for Employment
Third Party Liability (TPL) Recovery Services
WIC/SNAP - Debit Card and EBT Services
Flex Benefits - Vision
Flex Benefits - Dental
Employee Assistance Program (EAP)
Physical Health Services for Correctional Facilities
Roosevelt/Warm Springs Dining Services
On-Line Employment Verification
KSU Digital Advertising and Marketing



Sub-Contracting & Reseller Opportunities

- Food Services
- IT Temporary Resources
- Administrative/Professional/Industrial/Healthcare Temporary Resources
- Facilities Maintenance
- Tires



Advice – Responding To A Solicitation

**The solicitation has been released ...
NOW WHAT?**

Read it!

- RFQ/RFP Template
- Scope – who/what/where
- Schedule – Q&A Due Dates, Offeror Conference, RFQ/RFP Close Date
- Requirements
- Contract Term
- Points Allocation (RFP)



Advice – Responding To A Solicitation

The solicitation has been released ... NOW WHAT?

Read it!

- **Scope of Services/Proposed Statement of Work**
- **Mandatories**
- **Mandatory Scored – if applicable**
- **Optional Scored – if applicable**
- **Cost Worksheet**



Advice – Responding To A Solicitation

Do Your Homework!

- Large/Complex Projects – May have line item details in the budget.
- Check out:
<https://gbpi.org/2020/overview-of-georgias-2021-fiscal-year-budget/>
- Research the state entity's website: Start at <https://georgia.gov>



Advice – Responding To A Solicitation

- ASK questions
- Read your response
- Submit your response well in advance of the event end time
- If system is having a problem, report it immediately



Contract Management

An Opportunity to Understand and Improve





Pick Your Peach





State Purchasing

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